



CITY OF ATLANTA

Job Announcement

ACCOUNTING MANAGER, SENIOR

STARTING SALARY: \$51,739

Salary Grade: 27

Applications Accepted From: June 20, 2005 until July 1, 2005

Minimum Job Requirements

Persons applying must have a bachelor's degree in Accounting, Finance, Business/Public Administration or related field and five years of accounting experience. Knowledge of Oracle Financials, Mars/G and Propwork is a plus. Supervisory experience is required. Equivalent combination of training and experience will be considered within prescribed guidelines.

Duties of the Job:

This employee manages accounts receivable and the entire revenues cycle which includes complex billings and cash receipts applications; supervises the reconciliation and month-end close processes; generates monthly management reports; prepares audit schedules; implements and develops improved accounting practices including improvements to computer application systems; and interacts with corporate customers, division managers and Director.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2107, Atlanta, GA. 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

APPLICANTS WHO MEET THE ABOVE REQUIREMENTS ARE PLACED ON THE ELIGIBLE REGISTER IN THREE CATEGORIES: QUALIFIED, WELL QUALIFIED, HIGHLY QUALIFIED.

The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.